

THE DROP *by* DROP PROJECT

Sands
SANDS ECO-360



Clean the World*
— FOUNDATION —

In partnership with Sands, Clean the World Foundation is proud to present The Drop by Drop Project, a new initiative focused on water stewardship efforts and innovative projects. We are now launching a call for proposals to request funding for regional or national environmental water projects located in Macao, and Singapore.

About

The Drop by Drop Project is a collaborative initiative that sets out to reinvest capital from water stewardship efforts into innovative projects. Water savings from corporate partners' conservation programs are converted into funding for The Drop by Drop Project which will be awarded to selected organizations.

Project

The Drop by Drop Project seeks to fund projects that:

- Reinvigorate ecosystems by safeguarding and restoring aquatic ecosystems.
- Leverage technologies by promoting early-stage innovation and solutions scaling for water efficiency.
- Increase resiliency by strengthening community response to floods, droughts, and other water-related risks and disasters.
- Engage the community by boosting awareness on water dependence issues.



Who is eligible to receive funding?

Clean the World Foundation invites organizations with water projects located in Macao, and Singapore to apply.

Organizations with projects that align with the above four categories will be given precedence.

How much funding will be offered?

The funding will be allocated depending on the needs and priorities of the review board. Please note that the allocated money will be in direct relation to the activities proposed. Proposals need to include a detailed, pragmatic budget to be considered. There is \$100,000 of total funding for 2022 that will be split across multiple projects.

What type of expenses will not be funded?

When requesting funding, it is important to note that The Drop by Drop Project does not fund scholarships or in-service training. Reasonable trainer and participant expenses such as flights and accommodation are permitted in the budget.

Deadlines

Application Opens:	April 18, 2022
Application Deadline:	May 13, 2022
Notification of Award/Denial:	May 22, 2022

What additional expectations are there?

Organizations that are selected for funding are expected to communicate project status and updates to Clean the World Foundation, including details of activities that have been carried out, positive environmental outcomes achieved, and an evaluation of the results of the project at least bi-annually.

Additionally, high-quality photo and video assets that document the program are expected. A full project report and evaluation should be submitted by December 31, 2022.

How do I submit my proposal?

APPLICATION IS BY INVITATION ONLY. Applicants are expected to provide all materials listed in Appendix 1, including the completed forms that are provided in Appendices 2 and 3. Proposals should be submitted in PDF format or as a single word document.

Applications may be sent to Clean the World Foundation's Floramae Esapebong Ray at: fesapebong@cleantheworld.org. Organizations can also submit their proposal directly at: <https://www.cleantheworldfoundation.org/dropbydrop>.

For more information:

Visit our website at: <https://www.cleantheworldfoundation.org/dropbydrop>. Contact Clean the World Foundation's Director of Global Programs Floramae Esapebong Ray at fesapebong@cleantheworld.org

About Clean the World Foundation

Clean the World Foundation (CTWF) is a 501(C) 3 Nonprofit organization that is dedicated to improving the quality of life for vulnerable populations around the world through sustainable resources and programming focused on water, sanitation, and hygiene.

Working with the hospitality industry, Clean the World Foundation recycles and repurposes hygiene amenities to provide vital hygiene products to those in need in over 127 countries.

About Sands

Sands is the pre-eminent developer and operator of world-class Integrated Resorts that feature luxury hotels; best-in-class gaming; retail; dining and entertainment; Meetings, Incentive, Convention and Exhibition (MICE) facilities; and many other business and leisure amenities. Sands operates in Singapore and Macao. Sands ECO360 is Sands' global sustainability program that aims to minimize our environmental impact and to lead the way in sustainable building development and resort operations. The program is based on three pillars: Building Design and Development, Resort Management and Operations and Meetings, Events and Entertainment, and Stakeholder Engagement. We address five key environmental themes including energy, low carbon, water stewardship, plastic and packaging, sourcing, and waste.

For more information on Sands ECO360 please see our website: <https://www.sands.com/responsibility/planet.html>

Working with the hospitality industry, Clean the World Foundation recycles and repurposes hygiene amenities to provide vital hygiene products to those in need in over 127 countries.

Appendix 1-Required Elements of Application Process

Please provide the following in a PDF Format

- I. Project Overview Executive Summary (Appendix 2)
- II. Applicant Detail Form (Appendix 3)
- III. Release of Information (Appendix 4)
- IV. Subcontractor Disclosure Forms (Appendix 5)

V. Project Proposal

i. Proposal Summary

The Proposal Summary should include the amount of funding requested and give the most general description of the use that will be made of the funds. What do you plan to accomplish with the funds? (Two paragraphs or less)

ii. Organization Description and History

The introduction should give background of the organization and its history including goals, philosophy, track record with grantors, and any success stories. (One page or less)

iii. Project Description

If the project in question is pre-established provide information on its history. If the program will be a start-up provide background on its formation. Include details on impact that is intended to occur. Specify details of goals and objectives of the project including the methodology of meeting the included goals and objectives. Provide a detailed description of the program including duration, methods of evaluation, services promised to be delivered, and expected results. (Two pages or less)

iv. Timeline

Include an outline of activities that will be part of the project, when and where they will take place, and who will be directing them. Show the project from start to finish while emphasizing when grant funds will be utilized in the timeline. The grant and project will be monitored for one year, with evaluation at the end of year one to assess need for additional monitoring. (One page or less)

v. Qualifications/Staff

Include list of organization's participating staff including name, role, qualifications, and responsibilities. (One page or less)

vi. Communication

Explain how you plan to communicate the program's successes and failures to CTW Foundation. What reporting system and forms of progress will you report? Reports will be expected quarterly at the minimum. (Two paragraphs or less)

vii. Finance/Budget

- Provide annual financial statement, if included in annual report provide entire annual report.
- Provide complete overview of project budget, including budget breakdown of item, justification, cost, quantity, and totals.

VI. Additional Information

- i. **Annual Report**, especially if financial statement is included in report.

ii. Letter of Partnership

If applicable, one (1) Letter of Partnership must be included for Projects that require a Project Partner to provide services in the proposal (Examples of a Project Partner include a school or organization (e.g. a homeless shelter) where curricula will be presented.) Letters of Partnership must demonstrate the support of the Project Partner to participate in and facilitate activities outlined in the Proposal. Letters of Partnership must include the phone number, e-mail contact, name and organizational name of the person providing the Letter of Partnership. The Letter of Partnership must be signed and dated. Signatures may be original or photocopied.

Appendix 2- Project Overview Executive Summary

Project Title:	
Project Overall Budget:	
Funds Requested:	
Expected Project Start Date:	
Project Overview:	
Environmental Need:	
Expected Outcomes: Benefits and Impact on Environment	

Appendix 3 - Applicant Detail Form

Full Legal Organization Name		Year Established	501 (c) (3) or Registered Charity?	EIN or Business/ Charity Registration #
Mailing address		Annual Org Budget	If no for above, provide fiscal sponsor information	
Website	Phone	Fiscal Year	Sponsor name	EIN
Executive Director name		Fiscal Month	Sponsor address	
Email address	Phone	Fiscal Day		
Point of contact	Phone			
Additional point of contact name	Title		Total # of board members	
			Total # full time staff	
Email address	Phone		Total # part time staff	
			Total # volunteers	
Organizational Mission Statement				
Brief Overview of Populations Organization Serves				

Appendix 4 - Release of Information

I understand and acknowledge that, as an Applicant for the Grant, it is my responsibility to provide sufficient information upon which a proper evaluation can be undertaken of my application ("Application"), skills, relevant training and/or experience, current competence, character, ethics, and any other criteria adopted by Sands for the award of the Grant for my proposed project. ("Project").

I further acknowledge that I am responsible for knowing the contents of the applicable rules, regulations, and reporting requirements of the Grant and agree to be bound by them in the application process and, if awarded, during the course of the Project. I further understand and acknowledge that Clean the World Foundation, Inc, as the Grant Administrator ("CTWF"), and their designated agent(s) and/or other authorized representatives, collectively referred to as "Agents", will investigate the information in my Application. By submitting my Application, I agree to such investigation by Sands, CTWF, and its Agents as follows:

1. Authorization of Investigation and Release of Information Concerning Application for Participation.

I authorize, CTWF, and their agents to consult with any third party or reference who may have information bearing on my professional qualifications, credentials, experience, character, ethics, financial status, or any other matter reasonably having a bearing on my qualifications for the award of the Grant for my proposed Project and authorize such third parties to release such information to LVS, CTWF, and their Agents.

2. Release from Liability.

I hereby further release from liability Sands, CTWF, and their Agents, including, without limitation, any staff, and all third party individuals, institutions and entities providing information in accordance with this authorization, with the gathering and release and exchange of information as consented to above. I understand that communication regarding my Application may occur via e-mail.

3. Other Conditions.

I understand and agree that this Authorization and Release is irrevocable for any period during which I am an Applicant for the Grant.

I agree to execute another consent or form that may be required by a third party or applicable law to effectuate the purposes of this Authorization and Release. Failure to promptly provide another consent may be grounds for denial of my Application.

All information provided by me in the Application is true to the best of my knowledge and belief. I understand and agree that any material misstatement in or omission from the Application may constitute grounds for denial of my Application, or revocation of acceptance of my Application. I understand and acknowledge that Sands and CTWF shall be solely responsible for all decisions concerning the acceptance of my Application.

I further acknowledge that I have read and understand the foregoing Authorization and Release. A photocopy of this Authorization and Release shall be as effective as the original.

Signature: _____

Date: _____

Name (please print or type): _____

Appendix 5- Subcontractor Disclosure Forms

Contractor Disclosure Form

(Return this completed form along with the application. Fully complete a form for each proposed Contractor. If a section does not apply, label it “not applicable.” If the applicant does not intend to use Contractor(s), this form does not need to be returned.

Grant Applicant :	
Contractor Individual who can address issues regarding this Disclosure	
Name:	
Address:	
Tel:	
Fax:	
E-mail:	
Contractor Detail	
Contractor Legal Name :	
“Doing Business As” names, assumed names, or other operating names:	
Form of Business Entity (i.e., corp., partnership, LLC, etc.)	
State of Incorporation/organization:	
Primary Address:	
Tel:	
Fax:	
Addresses of Major Offices and other facilities that may contribute to performance under this Grant:	

Appendix 5- Subcontractor Disclosure Forms (cont.)

Number of Employees:	
Number of Years in Business:	
Primary Focus of Business:	
Federal Tax ID:	
Percentage of Total Work to be performed by this Contractor pursuant to the Grant Application	

Scope of Work to be performed by this Contractor. Attach quote/draft contract between Contractor and Grant Applicant

Detail the Contractor's qualifications for performing this scope of work (attach additional pages, if necessary, and references)

Appendix 5- Subcontractor Disclosure Forms (cont.)

By signing below, Contractor agrees to the following:

1. Contractor has reviewed the application, and Contractor agrees to perform the Contractor's scope of work indicated in this application if funding is awarded;
2. Contractor has reviewed the application's budget, timetable, and Contractor's scope of work. Contractor warrants that it can complete Contractor's scope of work consistent within the specifications set forth therein.
3. Contractor recognizes and agrees that if the applicant is awarded funding, that all restrictions, obligations, and responsibilities (including reporting requirements) of the applicant shall also apply to the Contractor; and,
4. Contractor agrees that it will register to do business, obtain licenses and/or permits in the applicable jurisdiction before performing any services pursuant to this application, if required to do so by law.

The person signing this Contractor Disclosure Form certifies that he/she is the person in the Contractor's organization responsible for or authorized to make decisions regarding the prices quoted and the Contractor has not participated, and will not participate, in any action contrary to the conditions of the Drop by Drop Project or the law of any applicable jurisdiction.

I hereby certify that the contents of the Contractor Disclosure Form are true and accurate, and that the Contractor has not made any knowingly false statements on the Form.

Signature for Contractor: _____

Printed Name/Title: _____

Date: _____

Appendix 6- Requirements

Proposal Clarification Process

CTWF may request clarifications from applicants for the purpose of resolving ambiguities or questioning information presented in the proposals. Clarifications may occur throughout the proposal evaluation process. Clarification responses shall be in writing and shall address only the information requested. Responses shall be submitted to CTWF within the time stipulated at the occasion of the request.

Verification of Proposal Contents

The contents of a proposal submitted by an applicant organization are subject to verification by signing the attached Release of Information document.

Information from Other Sources

CTWF reserves the right to obtain and consider information from other sources concerning the applicant, such as the applicant's capability and performance under other contracts, and the Applicant's authority and ability to conduct business. Such other sources may include subject matter experts.

Reference Checks

CTWF reserves the right to contact any reference to assist in the evaluation of the proposal, to verify information contained in the proposal, to discuss the applicant's qualifications, and/or to discuss the qualifications of any Subcontractor identified in the proposal.

Copyrights

By submitting a proposal, the applicant organization agrees that CTWF may copy the proposal for purposes of facilitating the evaluation of the proposal or to respond to requests for public records. By submitting a proposal, the applicant acknowledges that additional copies may be produced and distributed and represents and warrants that such copying does not violate the rights of any third party. CTWF shall have the right to communicate project ideas for the purpose of republishing and marketing of grant.

Certification of Independence and No Conflict of Interest By submission of a proposal, the applicant certifies (and in the case of a joint proposal, each party thereto certifies) that:

1. The proposal has been developed independently, without consultation, communication or agreement with any employee or consultant of CTWF and/or Sands who has worked on the development of this application, or with any person serving as a member of the evaluation committee;
2. The proposal has been developed independently, without consultation, communication or agreement with any other applicant or parties for the purpose of restricting competition;
3. Unless otherwise required by law, the information in the proposal has not been knowingly disclosed by the applicant and will not knowingly be disclosed prior to the award of the contract, directly or indirectly, to any other applicant;
4. No attempt has been made or will be made by the applicant to induce any other applicant to submit or not to submit a proposal for the purpose of restricting competition;

Appendix 6- Requirements (cont.)

5. No relationship exists or will exist during the contract period between the applicant and CTWF and/or Sands that interferes with fair competition or is a conflict of interest.

6. The applicant and any of the applicant's proposed subcontractors have no other contractual relationships which would create an actual or perceived conflict of interest.

Non - Discrimination

The applicant does not discriminate in its employment practices regarding race, color, religion, age (except as provided by law), sex, marital status, political affiliation, national origin, or handicap.

Withdrawal of Grant Application

The applicant may withdraw its proposal prior to the closing date for receipt of proposals by submitting a written or electronic request to withdraw, with printed signature included, to Floramae Esapebong Ray, Clean the World Foundation's Director of Global Programs at fesapebong@cleantheworld.org.

Award Process

Individual Projects may experience any of the following outcomes:

- 1) The Project may not be funded at all,
- 2) The Project may be offered a partial amount of original request, or
- 3) The Project may receive the entirety of its requested funds

*If an applicant is offered partial funding, they will be given the opportunity during contract negotiations to resubmit project output measures and update their budget based on the partial award amount.

Grant Reporting Requirements:

- Expected in PDF format monthly after award of Grant, during the Project and for, up to, 24 months after Grant funding. Length of reporting will be agreed upon in writing.
- Include services provided (ex: water educational trainings, trees planted, filtration equipment built)
- Project financial data
- Narrative of successes and failure
- Pictures and/or video of Project and personal testimonies as to the impact of the Project "Before and after" video testimonials are encouraged